

OFFICE OF THE EXECUTIVE DIRECTOR FOR BUSINESS AFFAIRS AND CHIEF FINANCIAL
OFFICER

COMPTROLLER POLICY MEMORANDUM (CPM) NO. 03-01

Subj: FY2003 FRINGE BENEFIT AND ACCELERATION FOR NAVAL POSTGRADUATE SCHOOL
SPONSORED PROGRAMS

Ref: (a) NAVPGSCOLINST 3900.1C
(b) NPS Proposal Guidelines

1. Reference (a) and (b) outline the NPS policy for sponsored programs and the guidelines for completing an NPS proposal.
2. The actual cost of labor on sponsored programs at the Naval Postgraduate School includes the base salary of the employee plus the cost for fringe benefits and leave. The NPS established rate for Fiscal Year 2003 (FY03) for leave and fringe benefits is set at 17 and 26 percent accordingly. The total rate for FY03 is 43% and this rate is to be added to basic salary for labor costing purposes.
3. The fringe rate (26%) includes the government share of life insurance, health insurance, social security, thrift savings plan, and retirement. The leave rate (17%) is based on 44 leave days of 260 working days. This is based on averages for annual leave (17 days), holidays (10 days), sick leave (12 days), court/military/administrative leave (4 days) and injury compensation (1 day).



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